

## Mobile Home Permits

County Treasurers Annual Conference  
August 2010

Disappointed



IC 6-1.1-7-10

- Mobile home may not be moved from one location to another unless the owner or occupier obtains a permit to move the mobile home from the county treasurer.
- BMV may not transfer title to a mobile home unless the owner obtains a permit to transfer the title from the county treasurer.

## Treasurer Responsibility

A county treasurer shall issue a permit, which is required to either:

- Move
- Transfer Title

to a mobile home if the taxes due on the mobile home have been paid.

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## Mobile Home Assessment and Taxes

- Assessment date is January 15 of the current year.
- Taxes Payable in 2 installments in the current year.
  - May 10
  - November 10
- Exception: county council ordinance making yearly tax due in May installment when tax is less than \$25

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## Taxes Due

For permits issued after midnight January 15, the taxes due must be paid before you can issue a permit.

This includes both May and November installments in the current year and any taxes payable in preceding years that remain unpaid.

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## The Permit

- Prescribed by the DLGF
- State Form 7878
- [www.IN.gov/dlgf](http://www.IN.gov/dlgf)
- The owner / occupier gets original
- Information provided to:
  - County Treasurer
  - Assessor
  - BMV

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## Moving Permit

- Valid for 1 month from date of issuance
- Must be held by the mover while the mobile home is transported.
- Permit is returned to the owner upon delivery of the mobile home by the mover.

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## Permits to Transfer Title

The owner of a mobile home is responsible for providing the purchaser with the permit to transfer title before the sale of the mobile home is finalized.

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## Multiple Permits

2 separate permits must be issued when the current owner is transferring title and the new owner is moving the mobile home.

- Current owner needs permit to transfer
- Purchaser applies for moving permit

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## Fees

- County may establish a fee for issuing permits
- Need legislative body ordinance (Commissioners) under IC 36-1-3
- Fee must not be greater than the cost of issuing the permit
- Deposit to county general fund.




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## Collection Responsibilities

- Charge late payment penalties
- Collect delinquencies as personal property
  - Issue demand notices
  - Certify for judgment
  - Judgment accrues interest until paid
- Levy on judgment and sell mobile home to collect...

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## Moved to Another County

- Certificate of Judgment
  - County Treasurer
  - DLGF
- Receiving Treasurer enters judgment with clerk




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## Violations

- Moving a mobile home without a permit
  - Class C infraction
- Selling without providing permit prior to finalizing sale
  - Class C infraction
- Class C infraction carries a maximum fine of \$500 – No jail time.

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